USCIS STEM OPT Extension Application Checklist

___ 1. Original **Form G-1145** to allow USCIS to notify you when they accept your application (not a copy)

___ 2. Original **Form I-765** (from your ISSO STEM OPT I-20 application), signed in dark blue or black ink only (not a copy). Must include all pages of I-765, even if pages are blank.

___ 3. **$410 USCIS fee payable by:** [1] Recommended method: **Personal check** from a U.S. checking account, or certified bank check, or money order, payable to the "Department of Homeland Security". Write "USCIS I-765" in the memo line, or [2] Credit card via **Form G-1450**. Must use U.S. credit card and U.S. **billing address**, and sign the form. If using as a debit card, make sure account has sufficient funds!

___ 4. A signed and dated copy of your **STEM OPT Extension I-20** and copies of **all previously-issued I-20s** (no originals). If you do not have all your I-20s and are unable to obtain copies from the school that issued them, attach a brief explanation of your F-1 status history.

___ 5. Copy of **Passport Identification page** (valid 6 months into the future)

___ 6. Copy of **F-1 entry visa**. If you changed your status to F-1 in the U.S. and don't have a visa, include your Change of Status approval notice. (Note: Canadians are exempt from visa requirement).

___ 7. Copy of your most recent **I-94 arrival record** (click “Get Most Recent I-94” at i94.cbp.dhs.gov)

___ 8. **Two U.S. passport style photos** using standards from the Department of State website and be aware that [1] photos cannot be more than **30 days old** when you send the application and [2] you should write your name on the back of each photo in pencil. [3] You can take your photos at UPS Stores (603 West 115th Street & 42 Tiemann Place), among other places.

___ 9. Photocopy of both sides of your **current OPT EAD** card and any previously issued **EAD card(s)**

___ 10. Copy of your **diploma**, which shows your STEM degree name and the date it was awarded

___ 11. Copy or official **transcript** of your degree program of study in a designated STEM field

___ 12. **Employer’s letter** that includes a brief description of your job responsibilities in your STEM field